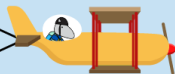


Modern. UC Systemwide. 24/7 Access  
Coming January 2020



UCPath is coming to UCI  
in January 2020. Let's get  
ready together.

## What is UCPath?

UCPath = UC Payroll, Academic Personnel, Timekeeping, Human Resources

- A UC systemwide project to modernize its current 35-year-old payroll system.
- UCPath features UCPath Online, a 24/7 self-service portal for employees and managers.
- See what is and is not changing at [ucpath.uci.edu](http://ucpath.uci.edu).



## When does UCPath start at UCI?

January  
**2**

First monthly  
paycheck in  
UCPath

January  
**8**

First bi-weekly  
paycheck in  
UCPath

## UCPath Online: Self-Service Portal

- January 2, 2020 — Access 24/7 from a laptop, tablet or mobile phone via [ucpath.uci.edu](http://ucpath.uci.edu)
- Login will require UCInetID authentication and [Duo Multifactor Authentication](#); sign up for DUO at [oit.uci.edu/mfa](http://oit.uci.edu/mfa) prior to the UCPath launch.
- UCPath online will replace AYSO to view and manage payroll and benefits information, including direct deposit. AYSO will be used for historical earnings statements and W-2s (pre-2020).

## Paycheck and Pay Statement Changes

Pay statements will look different. See a sample at [ucpath.uci.edu](http://ucpath.uci.edu) under Path Guides.

Paper paychecks and pay statements will no longer be distributed on campus.

Paper paychecks will be mailed to home addresses from a bank the day before payday and may take 2-4 days for delivery. Sign up for direct deposit to avoid pay delays.

Employees can review pay statements at UCPath Online and compare with previous statements.

Note: UCPath uses more accurate industry standard calculations than PPS (former payroll system). Gross and net pay totals and tax withholdings may vary slightly due to these differences. Also be aware deductions may change in the new year due to employee benefit selections and tax rate changes.

## With UCPath Online, employees can:

- View/print earnings statements
- Update personal information
- View/change Direct Deposit (up to three accounts)
- View/update tax forms
- Make life event changes (marriage, births)
- View new employee ID number (don't need new ID badges)

## What to Do Now

- Confirm that you know your UCInetID, which you will need to login to UCPath Online. Visit [oit.uci.edu](http://oit.uci.edu) or contact your supervisor with UCInetID questions.
- Sign up for DUO Multi-Factor Authentication This second layer of security to protect your information will be required to access the UCPath portal. Sign up at [oit.uci.edu/mfa](http://oit.uci.edu/mfa).

# UCI UCPath

## Where to Go for Questions and Help Starting January 2020



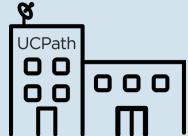
### Your Department Contact

Current department payroll or Human Resources representatives, CPOs, MAABOs, etc.



### Employee Experience Center

UCI's new, local support center. Call 949-824-0500 or click the EEC link on [ucpath.uci.edu](http://ucpath.uci.edu).



### The UCPath Center

This shared service center for all UCs in Riverside will produce paychecks, complete/approve many transactions, and provide additional support.

## Important Dates



October/November 2019

UCPath Roadshows - Attend a Roadshow to learn about UCPath, see a portal demonstration and ask questions. No registration needed. View the schedule at [ucpath.uci.edu/roadshow](http://ucpath.uci.edu/roadshow).

November 14, 2019

Last day to sign up for **Direct Deposit** via ZotPortal to ensure it is set up for January pay.

Employees who currently use direct deposit don't need to do anything — it will transfer to UCPath.

December 1, 2019

Last day to verify/update personal information like home address on **At Your Service Online (AYSO)** to transfer to UCPath and be current in the new system for January 2020.

January 2, 2020

First monthly paycheck in UCPath.

Access to UCPath Online and the Employee Experience Center (EEC) via [ucpath.uci.edu](http://ucpath.uci.edu).

January 8, 2020

First bi-weekly paycheck in UCPath.

## What to Do in January

### Action Items

- Go to [ucpath.uci.edu](http://ucpath.uci.edu) and click on the UCPath Online button.
- Enter your UCnetID and password.
- Continue with the required DUO multi-factor authentication.
- Answer the security set-up questions and government-mandated demographic questions (first-time login only).
- Review your first UCPath pay statement and compare with previous pay. Remember that due to the new year, there may be some tax rate differences.
- Review personal information like home address for accuracy; update if needed.
- Enter your emergency contact information.
- If you have questions, go to your department contact first.